

**PUBLIC MEETING OF  
BOARD OF SCHOOL DIRECTORS  
PENN DELCO SCHOOL DISTRICT  
2821 CONCORD ROAD  
ASTON, PA 19014**

**Minutes of the Board of School Directors  
JUNE 19, 2019**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, June 19, 2019, at 7:44 p.m. at the District Service Center pursuant to advertisement published in the Delaware County Daily Times.

**School Directors Present:**

Catherine Hilferty  
Dawn Jones  
M. Colleen Powell  
Bernie Seasock  
Leon Armour

**School Directors Absent:**

Kate Denney  
Lisa Esler  
Kevin Tinsley  
Georgia Stone

**Others in Attendance:**

Dr. George Steinhoff, Superintendent  
Eric Kuminka, Assistant Superintendent  
Tracy Marshall, Business Administrator  
Sean Lilly, Director of Human Resources

**MINUTES AND MONTHLY REPORTS**

The Agenda for this meeting is attached hereto as Appendix "1".

1. **APPROVAL OF MINUTES** – Upon considering the draft minutes attached hereto as Appendix "2", it was resolved that the minutes of the regular meeting of May 22, 2019 as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mrs. Powell the motion was unanimously approved.

2. **APPROVAL OF INVOICE LISTING** – Upon considering the invoice listing attached hereto as Appendix "3", it was resolved that the invoice listing for May 2019 – June 2020 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Ms. Hilferty.

Voting Yea: All  
Voting No: None

### **MINUTES AND MONTHLY REPORTS - Continued**

3. **APPROVAL OF TREASURER'S REPORT** – Upon considering the draft Treasurer's Report attached hereto as Appendix "4", it was resolved that the Treasurer's Report of May 2019, as presented, be and is hereby approved.

Mrs. Powell presented the Treasurer's Report for May 2019.

Motion to approve the Treasurer's Report was made by Mrs. Jones and seconded by Ms. Hilferty the motion was unanimously approved.

### **4. BUDGET TRANSFER REPORT**

MOTION: To approve the Budget Transfer Report for May– June 2019

Motion to approve the Transfer Report was made by Mrs. Jones and seconded by Mrs. Powell. The motion was unanimously approved.

### **STUDENT/STAFF RECOGNITIONS**

Dr. Steinhoff recognized Mr. Chuck Grassano, former Sun Valley Wrestling Coach was recently presented with a Lifetime Services to Wrestling Award by the Board of Directors of the Pennsylvania Chapter of the National Wrestling Hall of Fame. Dr. Steinhoff presented him with a certificate of recognition and some Penn-Delco memorabilia.

Dr. Steinhoff presented retiring School Board Secretary, Tracy Marshall with a plant and a token of appreciate for her service to the Board and District.

### **SUPERINTENDENT'S REPORT**

Dr. Steinhoff gave a PowerPoint presentation on the 2019 – 2020 General Fund Budget up for approval this week.

### **ACCOUNCEMENTS FOR THE PUBLIC**

President Armour announced, pursuant to Act 48 – Sunshine Act, prior to this meeting, the Board met in executive session to discuss legal and personnel issues.

### **COMMENTS BY MEMBERS OF THE BOARD**

None

### **ITEMS FOR BOARD INFORMATION**

- PA Act 39 of 2018, Water Testing Requirements and Considerations  
Mr. Brian Datte, Director of Facilities, announced the District will be instituting a new water flushing program and preventive maintenance program to prevent any possible contamination. This is required by the State.

## **ITEMS FOR BOARD INFORMATION - Continued**

- Northley Middle School Backpack Considerations

Dr. Steinhoff introduced Northley teachers Nicole Armbruster and Kate Taylor regarding the backpack policy. Mrs. Armbruster's class has experienced distractions when students are retrieving items from their backpacks. Ms. Taylor added that students are missing instructional time trying to retrieve items from their backpack. They would like to teach organization skills to eliminate these distractions.

Mr. Eric Kuminka had the opportunity to speak to a few students asking their opinion of not having to carry their backpacks during the recent PSSA tests. They felt better prepared and it was nice they didn't have to carry them to each class.

Dr. Steinhoff thanked outgoing PDEA President Cherie Freeman for her service. He congratulated Nicole Armbruster, newly elected President and he looks forward to working with her in that capacity.

## **ITEMS FOR BOARD DISCUSSION**

- Northley Schedule Changes

Mr. Kuminka reviewed proposed changes to the class schedules. This will create additional instructional time to the schedule. They will operate on a 5 day schedule with 9 periods instead of 8.

Dr. Steinhoff noted this will be added to the July Board agenda for approval.

## **PUBLIC COMMENTS**

### **PREPARED AND INFORMAL COMMENTS AND INQUIRIES FROM CITIZENS GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD MEETINGS**

The Board recognizes the value to school governance of public comment on educational issues with the importance of involving members of the public in Board meetings. In order to permit fair and orderly expression of such comments, the Board will provide for two periods for public participation during Board meetings. The presiding officer at each public Board meeting will follow these guidelines:

- Public participation shall be permitted only as indicated on the order of business in the procedures of this Board, or at the discretion of the presiding officer on a given issue.
- Participants must be recognized by the presiding officer, and must preface their comments by an announcement of their name, address, and group affiliation, if appropriate.
- All statements shall be directed to the presiding officer; no participant may address or question Board members individually.
- Public participation at the beginning of the agenda will be limited to 15 minutes total and to three minutes per person, on agenda topics only.
- **Public participation at the end of the agenda will be limited to 30 minutes total and to three minutes per person.**

The presiding officer may interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.

Approved January 24, 1990

## **PUBLIC COMMENT:**

None

## **ITEMS FOR BOARD ACTION**

### **10.01 Personnel – Professional**

#### **(1) Extra Pay – Extended Employment**

##### **(a) After School and Saturday Detentions**

**#10-1110-123-000-30-70-00-000**

<u>Teacher</u>	<u>Hours</u>
Maureen Irving	3.00
Kathleen Phelps	3.00
Kristin Prosper	1.50
Michelle Ritz	2.25
Nicole Sayre	3.00
Shari Sharp	3.00
Kevin Siegel	1.50
Kathleen Taylor	3.00
Christen Verna	0.75

##### **(b) GIEP Writing, 1/7/19 - 5/29/19**

**#10-1243-123-000-30-00-00-000**

<u>Teacher</u>	<u>Hours</u>
Amy Grady	39.00

##### **(c) Cyber School Parent Night, 5/30/19**

**#10-2260-123-000-30-00-00-000**

<u>Teacher</u>	<u>Hours</u>
Kristen Buckmaster	3.00

##### **(d) Portrait of a Graduate Meeting – 5/23/19**

**#10-2260-123-000-10-00-00-000**

<u>Teacher</u>	<u>Hours</u>
Danielle Clark	1.0
Virginia Lee	1.0

**#10-2260-123-000-30-00-00-000**

<u>Teacher</u>	<u>Hours</u>
Joe Kochersperger	1.0
Kat James	1.0
Nicole Armbruster	1.0

##### **(e) Second Semester Teacher Mentor Stipend**

**#10-2260-123-000-10-00-00-000**

<u>Teacher</u>	<u>School</u>
Barry, Sarah	Coebourn
Dever, Adrienne	Coebourn
Fulginiti, Andrea	Coebourn
Mooney, Jessica	Coebourn
Clark, John	Parkside
Craley, Michelle	Parkside
McHugh, Theresa	Parkside
Polites, Georgia	Parkside
Pringle, Megan	Parkside

## **ITEMS FOR BOARD ACTION - Continued**

Cage, Karen	Pennell
Carlin, Katherine	Pennell
Furia, Kate	Pennell
Raucci, Michele	Pennell

**#10-2260-123-000-30-00-00-000**

<u>Teacher</u>	<u>School</u>
Kate Gallagher	NMS
Carstensen, Rachelle	SVHS
D'Alonzo, Louis	SVHS
Dougherty, Kevin	SVHS
Hartwell, William	SVHS
McCarthy, Colleen	SVHS
Morris, Matthew	SVHS

**(f) Curriculum Planning - Cyber Class Planning, AP Environmental Science  
(4/27/19 – 6/9/19)**

**#10-2260-123-000-30-00-00-000**

<u>Teacher</u>	<u>Hours</u>
Adria Bondanza	15.5

**(2) Appointments**

**(a) Extended School Year (ESY) Staff at \$33.75/hour, 7/1/19 – 8/1/19**

Jennifer Jones  
Kaitlyn Casey

**(b) Summer Pre-K Program @ \$33.75/hour, 7/8/19 – 7/25/19**

Mary McGrenra

**(c) Summer Enrichment Staff @ \$33.75/hour, 6/24/19 – 8/22/19**

Elisa Deni	Christopher Orlando	Christa Ventura
Lyndsay Dotzman	Nicole Sayre	Christen Verna
Jessica King	Kevin Siegel	Randi West
Tyler Mertens	Michael Stadnicki	Emily Willow
Laura O'Kane	Karen Thorpe	

**(d) Ashley McColgan, Temporary Professional Employee, effective 8/20/19,  
pending pre-employment paperwork**

**Education**

Millersville University  
BS, Education  
Capella University  
MS, Education

**Professional Experience**

Prince William County School District  
Hoke County School District

**Cert/Assign**

Elementary K-6  
Parkside – Kindergarten

**Salary**

M/3 \$53,970

**Rationale**

C. Miller, Resignation

**(3) Resignation**

**(a) Erica Mier, Spanish Teacher at Northley, effective 6/17/19.**

## **ITEMS FOR BOARD ACTION - Continued**

### **(4) Leave of Absence**

- (a) Katherine Carlin, 5<sup>th</sup> Grade Teacher at Pennell, adjusted FMLA from 6/6/19 through 11/11/19 and childrearing leave from 11/12/19 through 1/24/20.

### **(5) Professional Contract**

- (a) Erin Burns, World Language Teacher at Sun Valley

### **(6) Change of Status**

- (a) Kelly Dignazio, from substitute HRLA to School Nurse at Aston/Parkside, Bachelors, Step 1 @ \$50,255, effective 8/28/19.

### **(7) Wage and Salary Adjustment**

- (a) Christopher Quintans, Math Teacher at Sun Valley, from Bachelors, step 3 @ \$50,585 to Masters, step 3 @ \$53,335 effective 6/7/19.

### **(8) Tuition Reimbursement**

**Budget Code: 10-2260-240-000-10-00-00-000**

**Budget Code: 10-2260-240-000-30-00-00-000**

Eric Kuminka            \$3,097.00            Widener University  
Assistant Superintendent    -Dissertation Seminar

**Budget Code: 10-2271-240-000-30-00-00-000**

Valerie Carr            \$1,287.00            Widener University  
Sun Valley            -Personnel Management for School Administrators  
                                 -Organization and Administration

Louis D'Alonzo            \$2,574.00            Wilmington University  
Sun Valley            -Supervisory Leadership: Staff Selection Appraisal and Renewal  
                                 -Measurement, Accountability, and Student Learning

Jillian Foster            \$643.50            West Chester University  
Sun Valley            -Marriage and Family Counseling

Christiane Guydish        \$2,574.00            Wilkes University  
Northley            -Teaching Adolescent Learners at the Middle Level  
                                 -Teaching Diverse Learners Using Inclusive Classroom Practices

Jeffrey Hartman            \$1,287.00            LaSalle University  
Sun Valley            -Universal Design for Learning: Reaching all Learners in the Digital Age  
                                 -Strategies for ADHD, LD and a Spectrum of Learners

Erin Judge            \$643.50            West Chester University  
Sun Valley            -Marriage and Family Counseling

Colleen Kelly \$2,574.00            Wilkes University  
Northley            -Teaching Diverse Learners Using Inclusive Classroom Practices  
                                 -Teaching Adolescent Learners at the Middle Level

**ITEMS FOR BOARD ACTION - Continued**

Ashlyn Marabella Sun Valley	\$1,287.00	LaSalle University -Strategies for ADHD, LD and a Spectrum of Learners -The Gendered Brain
Evan Marabella Sun Valley	\$2,574.00	LaSalle University -Strategies for ADHD, LD and a Spectrum of Learners -Differentiated Instruction
John Moletteri Sun Valley	\$1,287.00	Cabrini University -Instructional Leadership -School Administration
Christopher Quintans Sun Valley	\$1,287.00	LaSalle University -Reflective Practice in Teaching
Kathleen Phelps Sun Valley	\$643.50	St. Joseph's University -Intro. To ASD: Overview of Causality, Diagnosis and Advocacy
Karen Scharrer Special Education	\$643.50	University of West Florida -Foundations of Applied Behavior Analysis
Casey Simpkins Sun Valley	\$1,287.00	Wilkes University -Project-Based Learning in the 21 <sup>st</sup> Century Classroom
Richard Stetson Northley	\$1,287.00	Wilmington University -Staff Select Appraisal and Renew

**Budget Code: 10-2271-240-000-10-00-00-000**

Lauren Cassimatis Aston	\$1,287.00	West Chester University -Comprehension and Vocabulary Development and Instruction
Alisha Miller Pennell	\$1,287.00	West Chester University -Reading in the Content Areas
Courtney Neale Pennell	\$2,574.00	West Chester University -Writing Development and Instruction -Reading in the Content Areas
Kristie Pennoni Coebourn	\$1,287.00	Eastern University -Child and Adolescent Develop
Tamara Scheuermann Aston	\$1,287.00	West Chester University -Comprehension and Vocabulary Development and Instruction
Gabrielle Trofa Pennell	\$1,287.00	West Chester University -The Reflective Teacher: Examining Cultural Paradigms in the Contemporary Classroom
Emily Wreath Aston	\$1,287.00	West Chester University -Comprehension and Vocabulary Development and Instruction

## **ITEMS FOR BOARD ACTION - Continued**

### **(9) Extra Duty Pay Assignments**

#### **Appointments**

##### **Sun Valley Athletics**

Anthony Zambino	Girls Head Basketball	18 Units @ \$276	\$4,968.
Joseph Montgomery	Boys Asst. Lacrosse	10 Units @ \$291	\$2,910.
Paul Egleston	Boys Asst. Track/Field	10 Units @ \$291	\$2,910.
Erin Carboni	Girls Asst. Lacrosse	10 Units @ \$291	\$2,910.
Kate Doroshenko	Girls Asst. Track	10 Units @ \$291	\$2,910.
Casey Simpkins	Girls Asst. Softball	10 Units @ \$291	\$2,910.
Kevin Meenan	Girls Asst. Softball	10 Units @ \$291	\$2,910.
Daniel Hill	Boys Tennis	12 Units @ \$291	\$3,492.

##### **Northley Athletics**

John Diprojetto	Boys 7 <sup>th</sup> Gr. Baseball	7 Units @ \$291	\$2,037.
Evan Marabella	Boys Head Track/Field	9 Units @ \$291	\$2,619.

### **10.02 Personnel – Classified**

#### **(1) Appointments**

- (a) Karen Borcky, substitute Health Room Licensed Assistant @ \$21.16/hour, on call as needed, no benefits, effective 8/28/19.
- (b) Elizabeth McGlinchey, Paraprofessional (A2, HQ) at Pennell @ \$12.93/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 6/20/19.
- (c) Michael McAndrew, substitute Classroom Assistant @ \$11.00/hour, on call as needed, no benefits, effective 6/20/19.

#### **(d) Extended School Year Staff 7/1/19 – 8/1/19**

##### **Substitute Paraprofessional**

Janemarie Gill  
Brenda Plummer  
Wendy D'Angelo

#### **(e) Summer Transportation Workers**

##### **Bus Drivers**

William April  
Jude Auguste  
Catherine Baer  
Suzanne Bernard  
Mark Bettner  
Christina Boccassini  
Joseph Comey  
Gary Coughlin  
Sarah Cox  
Kelley DePrince  
Mitch Gahres  
Audrey Golder  
Chyelle Jamison

##### **Bus Drivers**

Brian Lomas  
Sheena Litwin  
Erin Miller  
Lynn Owsiany  
David Palmer  
Marge Pusztay  
William Scheivert  
Richard Seddon  
David Seleyo  
Richard Siegfried  
Terri Silva  
Edward Skinner  
Marjorie Smith

##### **Bus Aides**

Vivian Allison  
Sue Arters  
Kerry Blose  
Benjamin Golder  
Caroline Hilton  
Tamir Jones  
Tomika Jones  
Janet MacCall  
Samantha McCann  
Pat Michalkiewicz  
Doris Simpson  
Ky'Shun Stanley  
Edlyne Surpris



## **ITEMS FOR BOARD ACTION - Continued**

Anthony Jones  
Patricia Keenan  
Dan Kortan

Janet Spear  
Marc Thompson  
Shannon Tucker

Lynn Watkins  
Cheryl Kyler

**(f) Summer Cleaning/Maintenance Staff 6/17/19 – 8/22/19, as needed**

Daniel Murray  
Crystal Coleman

**(g) Summer Reading Counts Staff 6/24/19 – 8/22/19**

Joan Kelly  
Wendy D'Angelo  
Nadine Brandt  
Renee McClellan  
Julia Grieco

**(2) Change of Status**

- (a)** Christine Villa from Clerical Assistant at Northley to substitute Assistant @ \$10.35/hour, on call as needed, no benefits, effective 7/25/19.
- (b)** William Jasper from Bus Driver to Bus Mechanic @ \$28.26/hour, 8 hours/day, 261 days/year, with full-time benefits in accordance with the PDSSPA contract effective 7/8/19.

**(3) Resignation**

- (a)** Danalynn Fennell, Paraprofessional at Pennell, effective 6/13/19.
- (b)** Dia Wimberly, Bus Aide, effective 4/23/19.

**(4) Retirement**

- (a)** Kathleen Reali, Playground/Café Assistant at Coebourn, effective 6/13/19.

**References: Penn-Delco Budget 2018-2019; Penn-Delco Budget 2019-2020; Act 93 Plans; PDEA Agreement; PDESPA Agreement; PDSSPA Agreement; PA School Code Section 1108B.**

**Administrative Recommendation: To approve all personnel items as presented.**

Following a motion by Mrs. Jones and seconded by Mrs. Powell, the above motions were unanimously approved.

Voting Aye: All  
Voting No: None

## **ITEMS FOR BOARD ACTION - Continued**

### **10.03 Healthcare Trust**

**MOTION:** To appoint Ms. Nina Tyre as Trustee for the Delaware County Public Schools Healthcare Trust, to complete the unexpired term of Tracy Marshall, representing the Penn-Delco Board of School Directors, effective date of 8/5/19.

### **10.04 Pool Supervisor**

**MOTION:** To approve the appointment of Danual Campbell to Pool Supervisor at Northley Pool, not to exceed \$11,184 for the 2019 – 2020 fiscal year. Contracted service agreement, no benefits.

### **10.05 Student Disenrollment**

**MOTION:** To disenroll student # 55413, for failing to meet the Penn-Delco School District Residency Requirements, per adjudication, as presented.

### **10.06 Learning Management System**

**MOTION:** To approve the renewal of the agreement with Schoology, Inc. for the purchase of services in connection with the web-based learning management system, as presented.

### **10.07 Sun Valley High School Junior Class Trip, Overnight Field Trip, 5/29/2020**

Sun Valley High School requests permission for members of the 2020 Junior class to travel to Busch Gardens / Kings Dominion, Virginia. Students and chaperons will leave May 29, 2020 and return May 31, 2020.

**MOTION:** To approve the request as presented.

### **10.08 Request to Establish Student Activity Scholarship**

**MOTION:** To establish the Tuscarora Lapidary Society Scholarship at Sun Valley High School to provide a \$1,000 award to a graduating senior.

### **10.09 Special Education and Student Placement Agreements**

**10.09.01 MOTION:** To approve the Agreement for ESY at Martin Luther School for student #43583, as presented.

**10.09.02 MOTION:** To approve the Agreement for ESY at Overbrook School for the Blind for student #36048, student #55087, and student #54974, as presented.

**10.09.03 MOTION:** To approve the tuition contract at The Mill Creek School for student #24588 as presented.

**10.09.04 MOTION:** To approve the ESY Agreement student #43399 as presented.

**10.09.05 MOTION:** To approve the Agreement for Delta-T Group, as presented.

**10.09.06 MOTION:** To approve the Agreement with PTS for Therapy Services, as presented.

**10.09.07 MOTION:** To approve the Agreement with Holcomb Behavioral Health Systems for student services for the 2019-2020 school year, as presented

**10.09.08 MOTION:** To approve the Agreement for Lindamood Bell for student #36213, as presented

**10.09.09 MOTION:** To approve the Agreement for student #24683, as presented.

**10.09.10 MOTION:** To approve the Agreement for student #35871, as presented.

**10.09.11 MOTION:** To approve the ESY Agreement for student #54614, as presented.

## **ITEMS FOR BOARD ACTION - Continued**

### **10.10 Final Budget for 2019 – 2020**

The Proposed Final Budget for 2019 - 2020 was adopted on May 15, 2019, and has been duly advertised for adoption.

**MOTION:** To approve the 2019 - 2020 general fund budget at \$64,625,119 and the setting of the tax rate at 29.6803 mills for 2019 - 2020.

### **10.11 Election of School Board Treasurer**

Nominations:

Mrs. Jones nominated M. Colleen Powell.

Motion to close nominations

Ms. Hilferty motioned to closed nominations, no second required.

**MOTION:** To elect M. Colleen Powell to serve as school board treasurer from July 1, 2019 through June 30, 2020.

Following a motion by Mrs. Jones and seconded by Ms.. Hilferty, motion 10.11 was unanimously approved.

Voting Aye: All

Voting No: None

### **10.12 Neumann University License Agreement**

**MOTION:** To ratify the additional charge for EMT Services during the Sun Valley High School graduation ceremonies at the Mirenda Center of Neumann University on Tuesday, June 11, 2019, as presented.

### **10.13 Technology Purchase**

**MOTION:** To approve the purchase of Chromebooks from CDW-G through Co-Stars contracts for the Sun Valley Freshman Class, as presented.

### **10.14 Final Application of Payment – Turf Field**

**MOTION:** to approve the final payment application #5 for Fieldturf USA of Montreal, Quebec, in the amount of \$164,089.12.

### **10.15 Provision of Transportation Services for the Aston Community Day**

Whereas, a request was made by Aston Township to have the School District provide bussing services for Aston Community Day, October 12, 2019; and

Whereas, it is believed such services for the community are in the best interest of the School District and its residents;

Now, therefore, be it resolved, that the school district shall provide such busses and drivers as reasonably necessary, at the District's cost and expense, for Aston Community Day 2019, provided the District receives the necessary forms for facilities usage, and the Township's hold harmless agreement.

**MOTION:** To approve the request, as presented.

**ITEMS FOR BOARD ACTION - Continued**

**10.16 Northley Middle School Dean of Students**

**MOTION:** To accept the administrative recommendation to reinstate the Northley Middle School Dean of Students position, effective for the 2019/2020 school year.

**10.17 Change Orders – SUN VALLEY - 2018 Summer Project**

**Jay R. Reynolds, Inc. - Plumbing Contractor**

- PC-01: Gas Regulator Valves and allowances, for a credit of \$762.86, as presented.

**10.18 SVHS Special Education Improvement Plan**

**MOTION:** To approve the plan of improvement responsive to SVHS ATSI: special education/attendance, as presented.

**10.19 Superintendent Contract Addendum**

**MOTION:** To approve the addendum to the Superintendent's current Employment Agreement, as presented.

Following a motion by Ms. Hilferty and seconded by Mrs. Jones, motions 10.03 – 10.10 and 10.12 – 10.19 were unanimously approved.

Voting Aye: All

Voting No: None

**COMMENTS BY MEMBERS OF THE PUBLIC**

None

**COMMENTS BY MEMBERS OF THE BOARD**

Dr. Steinhoff announced the changes to his contract.

**ADJOURNMENT**

Following a motion by Mrs. Jones and seconded by Ms. Hilferty, the Board adjourned by unanimous consent at 8:25 p.m.

Respectfully Submitted,



Tracy A. Marshall  
Board Secretary

Next Meetings: Wednesday, July 17, 2019 - Business Meeting - Service Center - 7:30 p.m.